



New Jersey Department of Children and Families Policy Manual

Manual:	CP&P	Child Protection and Permanency	Effective Date:
Volume:	X	Forms	
Chapter:	A	Forms	08-22-2007
Subchapter:	1	Forms	
Issuance:	11.63	CP&P Form 11-63, Request for CHEC Visit	

Click to view or print the CP&P Form [11-63](#), Request for CHEC Visit.

WHEN TO USE IT

The purpose of a Comprehensive Health Evaluation for Children-CHEC is to deliver comprehensive health evaluation services to children within 30 days of initial out-of-home placement.

HOW TO USE IT

- Access it through the NJ Spirit Desktop > Create > Case Work > Medical/Mental Health > Medical/Mental Health Profile > Medical Profile Tab > Options Drop-down.
- Only complete this template outside of the NJ Spirit application as part of a contingency plan when the application is unavailable. However, in doing so, you are still required to create the form in NJ Spirit when the application becomes available.
- The CP&P Worker completes and submits the CP&P Form 11-63 to the appropriate CHEC site, and schedules the appointment to occur within 30 days of the initial placement.
- Form instructions are also available through the NJ Spirit Desktop.

TIPS FOR COMPLETING THE FORM

This form pre-fills a significant amount of information. Complete the form and make sure the form has the most current information.

DISTRIBUTION

Original	-	CHEC site provider
Copy	-	CP&P case record